

For more information contact:

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www.opi.mt.gov/surplus

Normal Hours: Tuesday - Friday - 8:00-12:00

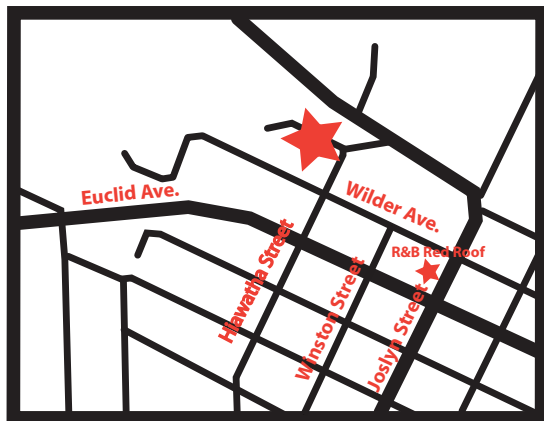
An appointment is necessary.

Appointments can be set up outside of normal working hours

**The OPI School Computer Equipment Program
facility is located at:**

1450 Hiawatha Street, Helena, MT 59601

Two blocks west of the RB Red Roof Café on Euclid Avenue (headed west out of Helena toward Missoula) take a right hand turn on Hiawatha Street. Go down 1.5 blocks and look for a light blue warehouse with dark blue trim on your left.



School Computer Equipment Program



*Montana Office of Public Instruction
Linda McCulloch, Superintendent
www.opi.mt.gov*



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Authority: MCA 18-6-101 authorizes the Office of Public Instruction to receive donated equipment and transfer ownership to any Montana K-12 Public School.

What does the school computer equipment program do?

This program is operated by the Office of Public Instruction. The program saves Montana's public schools millions of dollars each year by providing a conduit for state agencies, private organizations, and the general public to donate used, but still useful, computer equipment to public schools all across Montana. The program saves money for schools who "adopt" the equipment rather than buying new machines and allows individuals and organizations an opportunity to recycle their old equipment. This program saves landfills from receiving equipment that has outlived its most rigorous use in government and business, but still has years of useful life in educational settings.

Where does the equipment come from?

Most of the equipment comes from State agencies who donate their working computers and equipment. We also welcome donations from private organizations and the general public.

What have we done so far?

The program started in 1999 and since then we have given over 24,000 pieces of computer equipment to more than 400 schools all over Montana. We have received donations from most all state agencies as well as private donations from individuals and organizations such as Malmstrom AFB, National Park Service, Corps of Engineers, Real Food Store, etc. This program generally distributes approximately 2600 pieces of equipment per year.

Who can receive equipment?

Any Montana K-12 Public School is eligible to participate in the program. A superintendent, principal or authorized representative of a public school district should make the request and will need to sign for the equipment.



What is the cost?

The equipment is **FREE** to all Montana K-12 Public Schools. Schools must arrange to pick up the equipment, since delivery is not ordinarily provided. There are situations when inventory does get low so schools should contact the program to find out what equipment is currently available. If we do not have computers available at the time, we can put schools on a list for notification when more equipment arrives.

What equipment is available?

We usually have a variety of computers, laptops, monitors, printers and related computer equipment. From time to time we also have items such as scanners and fax machines. The inventory changes daily so be sure to check back with us often. A Microsoft Windows operating system license in the form of a certificate of authenticity is also provided through the Microsoft Fresh Start program for donated computers.

How does the program ensure donated computers are "cleaned" so they contain no sensitive or inappropriate data?

State of Montana policy requires donor agencies to run all computers through routines to clean the data from all drives before the computers come to the School Computer Equipment Program.

How do I get equipment?

Due to the size of the facility and the program being staffed by one part-time person, we ask that you set up an appointment before you plan on traveling to Helena to pick up equipment. Schools are served on a first come first served basis by appointment only. Equipment is constantly being donated to the program and we usually have a pretty good supply of everything, however, there are times when our inventory does get low. You must travel to the facility in Helena. **We do not deliver or ship!** An agreement form documenting serial numbers and transferring the equipment to your school will be sent to your superintendent, principal, or authorized representative for their signature.



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